

DEPARTMENT OF ADMINISTRATION
GENERAL SERVICES DIVISION
PROPERTY AND SUPPLY BUREAU
CENTRAL STORES PROGRAM – SURPLUS PROPERTY PROGRAM

<http://mt.gov/doa/gsd>

STATE OF MONTANA



BRIAN SCHWEITZER, GOVERNOR

930 LYNDAL AVE

(406) 495-6000
(406) 495-6001 FAX

PO BOX 200137
HELENA, MONTANA 59620-0137

TO: All State Agencies

FROM: Brenda Job
Accounting Supervisor

DATE: September 12, 2005

SUBJECT: Property and Supply Bureau Requisition Time Schedule (RTS)
for Calendar Year 2006

This requisition time schedule is for Plastic Can Liners. Plastic can liners must be purchased from the Central Stores Program or requisitions for this product must be sent to the Property and Supply Bureau for procurement.

PURPOSE:

The Requisition Time Schedule (RTS) is a listing of dates on which requisitions for PLASTIC CAN LINERS are due to the Central Stores Program. Can liners have been identified as a product for which the State of Montana can secure significant savings by purchasing in quantity.

PLASTIC CAN LINERS:

Orders for the 6-month period of **March 1, 2006** through **August 31, 2006** are due by **November 18, 2005**. The liners ordered during this cycle will be delivered between February 15 - 28, 2006.

Orders for the 6-month period of **September 1, 2006** through **February 28, 2007** are due **May 19, 2006**. The liners ordered during this cycle will be delivered between August 16 - 31, 2006.

A special order form is provided to all agencies that have previously ordered can liners. If you have not received one in the past please give us a call.